



HCD ANNOUNCEMENT

To: All State HOME Recipients and Contractors,

The State HOME Investment Partnerships Program (HOME) requires all HOME Recipients to submit Annual Performance Reports (APRs) documenting any activity that occurred during fiscal year 2018/2019.

The reporting period covers July 1, 2018 through June 30, 2019.

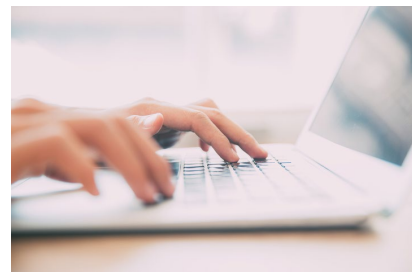


APR documents must be completed and submitted via email to HOME@hcd.ca.gov by **Wednesday, July 31, 2019.**

Please note: Even if there was no activity during the reporting period, all HOME recipients must complete and submit the APR Matrix.

[HOME Annual Performance Report 2018/2019 Workbook](#) (comprised of 6 forms):

1. APR Matrix (required for all HOME Recipients)
2. Attachment A: Program Income
3. Attachment B: Minority Business Enterprise / Women Business Enterprise (MBE/WBE)
4. Attachment D: Relocation and Real Property Acquisition
5. Attachment E: Fair Housing Demographic Analysis
6. Attachment F: Section 3



Stand-Alone form for **HOME Recipients** to complete, if required:

[Attachment E - HOME Demographic Analysis Stand-Alone 2018/2019](#)

Stand-Alone forms for **Contractors and Subcontractors** to complete, if required:

[Attachments B and F - HOME MBE/WBE and Section 3 Stand-Alone 2018/2019](#)

All HOME Recipients, except CHDOs, must file an "Attachment A: Program Income," even if:

- They did not receive any Program Income during the reporting period and have a zero starting and ending balance;
- All of the jurisdiction's Standard Agreements with the State HOME Program have expired; or
- They are now an Entitlement Jurisdiction.

All recipients must follow the following submittal procedures:

- Email subject line must be "Jurisdiction Name - APR" (e.g., Yolo Co. - APR; Self Help Enterprises - APR; etc.).
- The 2018/2019 APR forms must be used, as they have been revised for the current reporting period. Previous versions of the APR forms will not be accepted.
- Original Excel format only (do not return the APR as a PDF file).
- Submit as an attachment to the email (not in the body of the email).

Need help filling out the forms? An instruction video is available in [APR Help Tools](#).

Questions? Please contact your HOME Grant Management Representative:

Rikki Bradley rikki.bradley@hcd.ca.gov 916.263.2672 Alameda Calaveras Contra Costa Madera Mariposa Merced Mono Napa San Francisco San Joaquin San Mateo Santa Clara Santa Cruz Stanislaus Tuolumne	Jay Cortese jay.cortese@hcd.ca.gov 916.263.2310 Fresno Imperial Inyo Orange Los Angeles Riverside San Benito San Bernardino San Diego	Mona Akbar mona.akbar@hcd.ca.gov 916.263.2562 Alpine Amador Colusa El Dorado Lassen Marin Mendocino Modoc Nevada Placer Plumas Sacramento Sierra Siskiyou Solano Sonoma Sutter Yolo Yuba	Tony Noia anthony.noia@hcd.ca.gov 916.263.1411 Butte Del Norte Glenn Humboldt Lake Shasta Tehama Trinity	Paul Glushku paul.glushku@hcd.ca.gov 916.263.1076 Kern Kings Monterey San Luis Obispo Santa Barbara Tulare Ventura
--	---	---	--	---

Copyright © 2019 California Department of Housing and Community Development
communications@hcd.ca.gov | hcd.ca.gov | (916) 263-7400
 2020 W. El Camino Avenue, Sacramento, CA 95833